

WADHURST PARISH COUNCIL

MINUTES

Minutes of the full council meeting held at The Pavilion, Sparrows Green Recreation Ground, Wadhurst at 1930 hours on Thursday 11th July 2024.

Present: Cllr Gadd (Chair), Cllr Shairp, Cllr C Moore, Cllr P Moore, Cllr Smith, Cllr Ramsden, Cllr Edwards & Cllr Crawford.

Also in attendance: Claudine Feltham (Clerk/RFO), East Sussex County Cllr Standley, WDC Cllr Glynn-Ives and WDC Cllr Howell. There were no members of the public present.

1. To receive apologies and reasons for absence.
Apologies were received from Cllr Anderson and Cllr Howell.
2. To receive declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
Cllr Gadd declared as interest in all matters relating the Wadhurst Institute Hall and Field CIO as she is a Trustee.
3. Public Forum – time limit 15 minutes.
No members of the public were present at this meeting.
ESCC Cllr Standley commented that the number of posters is increasing including business advertising was significantly increasing.
Action: Cllr Standley to write to Chief Fire Officer at ESFR to see if they would allow community event posters on the Jardin d'Aubers land.
4. County Councillor and District Councillor reports.
The report from Cllr Howell had been circulated to members prior to the meeting and no questions were raised.

The report from Cllr Glynn-Ives was printed and given to members.

Cllr Standley advised that it will soon be the start of the ESCC budget process for next year, which looks like it will be a tough challenge. They are trying to put as much money into Highways as possible to deal with repairs. Children services have significantly high costs within the County. Uplands Academy have advised Cllr Standley that they will consult with the parish council with regards to re-planting of trees, subject to costs.
Wadhurst Brass Band are liaising directly with Uplands Academy in regard to the storage of their instruments.

Cllr P Moore raised the issue over the dangerous parking at Wadhurst Primary School and asked if anything else that Cllr Standley/East Sussex could consider. Yellow lines on the corner could help deter parking dangerously.

Action: Cllr Standley to ask East Sussex Highways about adding yellow lines on the junction of the school.

(1946 hours WDC Cllr Glynn-Ives arrived)

Cllr Glynn-Ives apologised for late arrival (had been involved in traffic issue).

Cllr C Moore asked about the Stalled Sites Funding. This one-off capital fund is open to applications which will be considered quarterly. The remaining funds total £600,000 and once these are exhausted, the fund will close.

5. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.
None

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6. To approve the minutes of the parish council meeting held on 4th June 2024 as a true record.
Resolved: *as proposed by Cllr C Moore, seconded by Cllr Smith, and reached a unanimous decision the minutes were approved as a true record.*
7. To determine matters arising from the full council meeting held on 4th June 2024 for updating and noting.
None.
8. Correspondence List.
The correspondence list had been circulated to all members prior to the meeting and no questions were raised.
9. **Finance items for decision and allocation of resources.**
Members approved to consider items 9.1 to 9.4 together:
- 9.1 To approve the updated payment list for June 2024
- 9.2 To approve the initial payment list for July 2024
- 9.3 To receive the bank reconciliations
- 9.4 To receive the RBS finance reports
Resolved: *agenda items 9.1 to 9.4 were approved, as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval.*
- 9.5 To consider the picnic bench and bird/bat options for Tapsells Lane woodland and choose a preferred style so that the Clerk can update the grant application form.
Cllr C Moore commented that she was unsure if including picnic benches is a good idea. Following a discussion members approved for the Clerk to choose two seating benches (not picnic style) and bird and bat boxes, if the grant application could be amended.
Action: *Clerk to write to Kat Jenner at WDC to see if this would be possible. If so, then to submit amended application.*

10. Planning Committee

- 10.1 To adopt the minutes of the Planning Committee meetings held 1st June, 15th June and 29th June.
Resolved: *The minutes of 1st June 15th June and 29th June were adopted, as proposed by Cllr Shairp, seconded by Cllr C Moore, and reached a majority approval.*
- 10.2 To consider and decide upon the request an additional £10,000 to the planning committee budget for 2024-2025.
Resolved: *The planning budget was increased by £10,000, as proposed by Cllr Shairp, seconded by Cllr P Moore, and reached a unanimous approval.*
Action: *Clerk to update RBS (finance system).*
- 10.3 To consider and decide upon the quote from Aborweald for carrying out a tree assessment on land north of Jonas Drive.
Resolved: *Members approved for Aborweald to carry out the assessment, as proposed by Cllr Crawford, seconded by Cllr C Moore, and reached a unanimous approval.*
Action: *Clerk to write to Aborweald.*

*There is also a field at this location (rear of Queens Cottages) that we believe is owned by Wealden District Council that the parish council may like to take on. **Action:** WDC Cllr Glynn-Ives to make enquiries.*

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11. Amenities Committee

11.1 Jardin d'Aubers lease from ESFR – update from the working party who are considering the lease and decide upon any proposals.

Action: Clerk to add this item to September's full council agenda.

11.2 Woods Green defibrillator – update from the Clerk.

Update: the Clerk advised members that the defibrillator had been received and then delivered to the Lengthsman, who would be fitting it within the next week.

The Clerk had been in contact with the parishioner who owned the telephone kiosk and kept her up to date with the progression.

A training session will be arranged in the Autumn.

Members also queried whether it would be possible to have a further defibrillator in Coulseay Wood, possibly on an outside location at The Old Vine.

Action: Clerk to make initial enquiries with the brewery.

Cllr Smith took over for agenda items 11.3 and 11.4.

11.3 To consider the options for CCTV upgrade at the Pavilion and new installation at Commem Hall.

Resolved: Members considered the quotes and approved for Option 2 (with monitor for the office) at a cost of £, as proposed by Cllr C Moore, seconded by Cllr Crawford, and reached unanimous approval.

Action: Clerk to notify the contractor and make arrangements for the works.

11.4 To consider the requirement for the weekly checks of the parish council's defibrillator at the Commemoration Hall, as WIHF have said they cannot continue with the checks.

The Clerk explained to members what was involved in the simple check, which did not take much time at all.

Resolved: as proposed by Cllr P Moore, seconded by Cllr Crawford, and reached majority approval; members approved for the Clerk to write to the WIHF Trustees to request they reconsider their decision about not being willing to continue with the checks. If they are still unwilling, then to contact Carillon Cottage or the History Society to see if they would be willing to carry out the checks. If still no success, then to request assistance from parishioners.

Action: Clerk to write to WIHF Trustees.

Cllr Gadd resumed as Chair of the meeting.

11.5 To consider and approve the quote for a 10-year woodland management plan for Tapsells Lane woodland.

Resolved: Members approved for Aborweald to produce the 10-year management plans for Tapsells Lane woodland, as proposed by Cllr Smith, seconded by Cllr C Moore, and reached a unanimous approval.

Action: Clerk to advise Aborweald

11.6 To note the response from The Forestry Commission with regards to the tree works undertaken at Tapsells Lane woodland in February/March 2024.

Noted

11.7 To receive the Wealden District Council report on the works undertaken at Tapsells Lane woodland (*if received in time for this meeting*).

Update: report not received in time for this meeting.

Action: Clerk to write to WDC again requesting the report.

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11.8 To note that the annual service for the sewer pumps/control panel at the Pavilion has been booked for 21st August 2024.

Noted

12. Highways Licence and Transport Committee

12.1 Quotes for streetlights repairs and replacements: to discuss and select a contractor in order for works to proceed.

Update: *Cllr P Moore advised that the initial remedial works were completed by Street Lights and was very pleased with the service. Cllr Smith, Cllr C Moore, and Cllr P Moore had met with members of Dark Skies and any new changes to the streetlights would need to be dark skies compliant.*

Action: *add to September 2024 agenda.*

Cllr Gadd queried with ESCC Cllr Standley about the missing streetlights. It is believed that one will not be recovered, and one lantern from The Walk was with Balfour Beatty.

12.2 Traffic congestion and parking issues:

12.2.1 High Street

Cllr Gadd, Cllr Smith, and Cllr P Moore had met with representatives from Wadhurst Primary School and had made some recommendations for improvements.

Action: *Cllr Smith to arrange media message with regards to considerate parking.*

Action: *Cllr P Moore to liaise with Graham Feast and Create Streets re possible consultation for the High Street traffic issues.*

12.2.2 Faircrouch Lane; to consider the Waste Transfer Report and agree the next steps.

Cllr Ramsden advised that the Black Cat equipment had been put up, but there was an issue with the cable and the battery. A new battery was required. Members approved for Cllr Ramsden to order the battery and get the company to invoice the parish council.

Action: *Cllr Ramsden to place order.*

12.4 To consider the options of refurbishment/replacement of the telephone kiosk at Best Beech from the working party (Cllrs Anderson, P Moore, and Crawford).

Cllr P Moore and Cllr Crawford are meeting with representatives from East Sussex Highways 16.7.24 to consider the movement of the telephone kiosk.

Members then went on to discuss the issues of parking on the triangle.

Action: *WDC Cllr Glynn-Ives and ESCC Cllr Standley to consider what can be done to prevent this.*

Action: *ESCC Cllr Standley to share details of the new replacement staff member now carrying out the role of Ian Johnson.*

13. Communications and Community Liaison Committee

14. Finance and Resources Committee

15. Other full council matters for consideration and decision:

15.1 St Georges Hall purchase – update from Cllr Gadd following her review of the correspondence/documents and for members to consider any points raised by Cllr Gadd.

Update: *Cllr Gadd has reviewed the correspondence and arranged a meeting with Cllr Shairp, Cllr C Moore, Cllr Smith, and the Clerk at 7 p.m. on 18.7.24 to discuss the final points before meeting with the solicitor.*

Action: *Clerk to forward the email from Robert Mosely with the fifteen attachments.*

15.2 For members to resolve to exercise the General Power of Competence (GPC):

Wadhurst Parish Council now meets the eligibility criteria to exercise the General Power of Competence. The Clerk (Claudine Feltham) has passed her CiLCA qualification (June

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2024) and has two thirds of its Councillors elected at the last ordinary election (10 out of 15).

Resolved: Wadhurst Parish Council resolved to exercise the General Power of Competence, as proposed by Cllr Gadd, seconded by Cllr C Moore, and reached unanimous approval.

15.3 To approve for September full council meeting to take place on 12th September (instead of 5th September).

Resolved: approve for the September meeting to take place on 12th, as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval.

Action: Clerk to update the meetings schedule and add to the website.

15.4 Advertising of events in public areas – for consideration due to recent complaints about the amount of advertising that has appeared in Wadhurst.

See agenda item 3 for details.

15.5 Grants: to note the inclusion of an extra sentence on the grants policy following advice from the solicitor at NALC and two clarify the period for reports on grant expenditure to be submitted to the parish council is 6 months.

Resolved: as proposed by Cllr P Moore, seconded by Cllr Crawford, and reached unanimous approval

Action: Clerk to update the policy and application form to reflect 6-month deadline.

15.6 To consider for a working party and budget for future events (such as Remembrance Sunday and Christmas).

Working party to include Cllr Smith, Cllr C Moore, Cllr P Moor, Cllr Gadd and possibly Cllr Anderson.

Resolved: as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, a budget of up to £1,000 was approved for signage.

Cllr Gadd advised members that the Christmas event was booked for 6th December 2024.

15.7 To consider the request from Wadhurst Surgery Patient Participation Group for a contribution towards printing costs for a leaflet to inform residents.

Members suggested that more information was required.

Action: Clerk to follow up.

15.8 Gatwick Airport ([Reduced Noise Night Trial | Noise and Airspace | London Gatwick Airport](#)) to make residents aware of the trial and advise how they can register any concerns.

Members approved for this to be added to our website and Facebook page, as well as FOCUS.

Action: Clerk and Cllr Smith

16. Items for noting or inclusion on a future agenda.

Meeting closed at 2104 hours.

Summary of actions

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OWNER	ACTION
ESCC Cllr Standley	Cllr Standley to write to Chief Fire Officer at ESFR to see if they would allow community event posters on the Jardin d'Aubers land.
ESCC Cllr Standley	Cllr Standley to ask East Sussex Highways about adding yellow lines on the junction of the school.
Clerk	Write to Kat Jenner at WDC to see if this would be possible. If so, then to submit amended application.
Clerk	Update RBS with new planning budget figure
Clerk	Give go ahead to Aborweald to conduct a tree assessment on land north of Jonas Drive
WDC Cllr Glynn-Ives	Field at rear of Queens Cottages that we believe is owned by Wealden District Council that the parish council may like to take on. Action: WDC Cllr Glynn-Ives to make enquiries.
Clerk	Jardin d'Aubers lease from ESFR – add to September agenda
Clerk	Enquiries re defibrillator in Coulseay Wood, possibly on an outside location at The Old Vine.
Clerk	CCTV: notify the contractor and make arrangements for the works.
Clerk	Advise Caretakes of Pavilion and Commem Hall of the above.
Clerk	Advise Aborweald to produce the 10-year management plans for Tapsells Lane woodland.
Clerk	Write to WDC to request update/result re Tapsells Lane woodland investigation.
Clerk	Add to September agenda: quotes for streetlights repairs and replacements: to discuss and select a contractor in order for works to proceed.
Cllr Smith	Arrange media message with regards to considerate parking by Wadhurst Primary School.
Cllr P Moore	Consult with Graham Feest and Create Streets re possible consultation for the High Street traffic issues
Cllr Ramsden	Order new battery for Black Cat monitor
Cllr P Moore and Cllr Crawford	Attend meeting with ESH re Best Beech telephone kiosk
WDC Cllr Glynn-Ives and ESCC Cllr Standley	Ongoing issues of parking on the triangle at Best Beech/Fairglen Road; consider what can be done to prevent this.
ESCC Cllr Standley	Share details of the new replacement staff member now conducting the role of Ian Johnson.
Clerk	Forward the email from Robert Mosely with the fifteen attachments to full council
Clerk, Cllr Smith, Cllr Gadd, Cllr Shairp, Cllr C Moore	Attend meeting 17.7.24 re St Georges Hall purchase
Clerk	Update the meetings schedule and add to the website
Clerk	Update the grant policy and application form to reflect 6-month deadline.
Clerk	Add to website/Facebook: Reduced Noise Night Trial Noise and Airspace London Gatwick Airport)
Cllr Smith	Add to FOCUS: Reduced Noise Night Trial Noise and Airspace London Gatwick Airport)